



## MINUTES OF MEETING

Date: Wednesday, 13 January, 2010  
Time: 1400 hours  
Location: The Solent Room, St. Cross Business Park, Newport

Attendees Superintendent N Mellors OCU Commander, (Chair)  
:  
T/Chief Inspector P Savill  
Detective Chief Inspector R CID  
Maker  
Detective Inspector C Merrett CID  
Detective Inspector L Williams PPU  
Inspector M Bell CST  
Inspector S Evans Custody  
Inspector J Hoare TPT  
Inspector B Pinnell SNT  
A/Inspector J Cocks SNT  
Mrs J Beddall HR Manager  
Mr D Smith Media Manager  
Mr D Gledhill Performance Manager  
Mrs E Collier-Bain Minute Taker

Apologies: Inspector K Fowles TPT  
Inspector A Treagus TPT  
Inspector T Clawson Operations  
Inspector C Hall TPT  
Inspector R Abel TPT  
Mr S Richards Finance and Business Manager

### 377. Apologies

Apologies received from Inspector Fowles, Inspector Treagus, Inspector Clawson, Inspector Hall, Inspector Abel and Mr Richards.

### 378. Declaration of Any Other Business

Strategic Areas of Development – T/CI Savill - is covered in Agenda.

### 379. Minutes of the Last Meeting and Matters Arising

The minutes of the last meeting held on 2 December 2009 were approved.

### 380. Action List

The list of actions in progress were reviewed and discussed and the Action List updated to reflect the changes and additions.

### 381. Commander's Update

- Paul Savill is Temporary Chief Inspector, Inspector Clawson is

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remaining with Operations, and Julie Cocks will act up at Inspector to cover Paul Savill's SNT area. T/CI Savill will cover day-to-day uniform business, DCI Maker will cover CID, Inspector Clawson operations and trouble shoot. Long term the role of Chief Inspector is being reviewed by the ACPO Group.

- TO Meeting – next week to discuss future of Territorial policing in Hampshire.
- FPRG – Early reports from ACPO show that the IOW has performed well over Christmas and New Year. Supt Mellors thanked everyone for their flexibility and help over the holiday season which is reflected in the figures.
- Discipline Issues – ongoing. Important to deal with issues promptly and thoroughly.
- Supt Mellors has asked Inspector Abel to set up a briefing date for the SMT regarding the fire service and other emergency services with reference to major incidents exercises.
- Strategic Issues – Debriefs are essential. Strategic objectives, documentation and policies should be ready by 1 April.

### **382. Performance Overview – Mr Gledhill**

Mr Gledhill presented the Isle of Wight OCU Performance Summary for December and Year to Date which was distributed to the group. We are achieving 10 out of 15 of the targets. Serious violent crime, detection rates, Class 'A' drugs, domestic and hate crimes are the issues. He also presented the figures for January so far which are good. There was discussion around Class 'A' drugs, our figures are distorted as a result of the Festivals and legal advice from which we will learn for next year. We take about 25% of force drug seizures. Overall the performance is good and we just need to keep building on it.

With reference to victim satisfaction we are overall just above target but the satisfaction surveys need to be looked at (circulated). The overall six month trend is that our figures are dropping even though our figures may be the best. DCI Maker noted that this will form part of the strategic development area plans.

Supt Mellors advised that Mr Smith should work on confidence and reassurance issues in the community so that the surveys reflect the good work that is being done.

- a) Quarterly Learning Matrix Report Update - The Learning Matrix will be updated by the end of the month on the intranet. The Newport flood debrief has been added and Vestas will be added. Mr Gledhill reminded everyone to let him have any others.

### **383. Delivery Plan Progress Reports – Mr Gledhill**

- Mr Gledhill thanked everyone who gave input for the Delivery Plan and he has completed this. Supt Mellors noted that this is vital reporting that is appreciated at ACPO Group.
- With reference to calls, he has asked that they are sent to performance managers first so that we can research more background details.
- Mr Gledhill quoted from an email received from Inspector Robinson of the Criminal Justice Delivery Unit in reference to Promat performance for December 2009 – 'Magnificent first arrest performance – both

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100% - extremely well done to all concerned.' and 'The Year To Date figure is 78% so it would be absolutely superb if the 100% or near to could continue to get over the YTD target of 80% for the end of March! All other P.I.s and even pick out rates are superb as well. Very well done to the ID Suite Staff, Image Capture Staff/ Inspector Evans and all other concerned.'

In relation to efficiency savings Supt Mellors noted the future structure for Performance Managers following research, suggestions and reports.

Supt Mellors noted that the overall message should be to keep up the good work and be proactive.

**384. Finance/Estates – Mr Richards**

In the absence of Mr Richards nothing to report.

**385. Human Resources – Mrs Beddall**

Police Staff who are also Special Constables – there is an agreement that they have one day per month to carry out special constable duties. Mrs Beddall asked the group if this is something we can manage on OCU. T/CI Savill noted that it was felt that this could be managed and Specials used to benefit the OCU in the best way. Any problems to be fed back to Mrs Beddall.

Recruitment for Police Officers – has been reopened force wide following the freeze. Mr Smith to add to weekly message.

Student Officers - projected numbers for student officers for 2010 are considerably higher than 2008 and 2009.

D1 Qualifications to drive the police vans – becoming more problematic in TPT. Inspector Hall is doing some work to look at the shortfalls that we have. The cost for the medical associated with this license falls on the OCU. Supt Mellors noted that we should facilitate the training to provide the service that we need but always remaining prudent.

**386.** This minute and report are classified 'restricted' and therefore will not form part of the minutes for general circulation.

**387. Safer Neighbourhoods – Inspector Pinnell**

a) Publishing SNCG Minutes – Supt Mellors noted that in relation to communication and confidence we need to have documents in a format where they are easily transferrable to the internet for public viewing.

b) Embedding Safer Neighbourhood Group Minutes – At this HQ meeting discussion revolves around the pledge, prevent agenda and confidence. Inspector Pinnell noted that we are translating this into our OCU at SNT communication forum with SMP colleagues, specifically about HMIC inspections and pledge. Work on this can be seen in the different stations and on our website e.g. staff responding to enquiries in 24 hours and engaging with the community.

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**389. Crime – DCI Maker**

Generally all is going well and energy is being put into preparation ready for the busy summer months.

PPU – DI Williams has taken over this area.

Supt Mellors summarised that we need to keep at full establishment and keep the experience that we have on OCU to take us through the summer and next twelve months.

**390. Custody and Complaints – Inspector Evans**

HMIC Custody Inspection - Still awaiting HMIC Inspection of Custody force wide. There have been a number of pre-inspections by the HQ Custody team. Custody is well prepared.

Centralisation of Custody - The push from NPIA, Home Office, HMIC, etc. is towards centralisation of the custody function, with a small number of large custody centres. The function could migrate to criminal justice.

**391. Operations – Inspector Clawson**

In the absence of Inspector Clawson nothing further to report.

**392. TPT Issues**

Nothing additional to report.

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**394. Media and Communications – Duncan Smith**

SNT Newsletters 2010 – Mr Smith distributed copies and noted that at the moment monthly neighbourhood updates are provided which are also fed into the Beacon magazine. ACCTO found a budget of £40,000 for beat level newsletters to go out twice a year (he distributed draft copies). We will have 23 box loads delivered in a couple of weeks and SNT teams are asked to put them in the most visible places possible.

Corporate Communications Department – Lucy Dibden is the new Acting Head of Department as Ben White and Averill MacDonald have left. She will be in contact to discuss Ben's force wide communications plan and what it will look like for the new financial year.

Snow – Mostly positive feedback.

**395. Any Other Business**

a) Letters of Appreciation – Supt Mellors noted that it is important that these are noted and logged but we need to make sure that only the genuine letters or appreciation are forwarded.

b) Correspondence – Supt Mellors noted that correspondence is acknowledged and forwarded to Inspectors for completion. Due to the high volume of correspondence we do not need to be informed of progress only of completion

so that it can be signed off on the register. The policy is to respond in 28 days and reminders may be sent, but it should be noted that the responsibility lies with the Inspector to make sure this is completed.

- c) OCU Commanders Congratulations – Supt Mellors noted that this will follow a slightly different format. We will try and develop the ceremony a little bit more using other resources. He would like Inspectors to make sure they are nominating staff for awards. All recommendations will be kept until a couple of months before the presentation at which time it will be decided which will be progressed. In addition Individual Inspectors will do the citations for their own staff at the ceremony.
- d) PDRs – Supt Mellors noted that, as part of being ready with all of our strategies and plans prior to the busy summer months, he would like all SMT PDRs to be due on 1 April. He asked the group to inform him if there were any strong objections.

**Resolved: All SMT PDRs to be scheduled for 1 April.**

- e) Away Day Arrangements – With reference to our Delivery Plan, T/CI Savill reminded everyone of the deadlines. DI Merrett suggested that police staff should be included in the support teams. He also suggested that some of the strategic leads be passed to the Chief Inspector but this is not possible at the moment as we do not have a long term Chief Inspector. T/CI Savill noted that joining instructions will be sent out and that although the dress code for the Away Day will be smart casual, that an official group photograph will be taken and so uniforms will be needed.

### **396. Date of the Next Meeting**

The next meeting will take place at 1400 hours on Wednesday 10 February 2010 in the Solent Room, Hospitality Training Partnership, The Courtyard, St Cross Business Park, Newport.